



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"Enriching Lives"

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IN REPLY PLEASE

REFER TO FILE: **PJ-1**

October 23, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**JESSE OWENS COUNTY PARK
PARKING LOT IMPROVEMENT PROJECT
APPROVE REVISED PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6593; C.P. 69226
SUPERVISORIAL DISTRICT 2
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find that the project is categorically exempt under the California Environmental Quality Act, Sections 15301 (c) and 15303 (d); and Classes 1(x)(14) and 3(q) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.
2. Approve the project and the revised project budget of \$775,000 for the Jesse Owens County Park Parking Lot Improvement Project as detailed in Enclosure A.
3. Adopt the plans and specifications for construction of the Jesse Owens County Park Parking Lot Improvement Project at an estimated construction cost between \$361,954 and \$497,686 funded by net County

cost and the Regional Park and Open Space District, and instruct the Executive Officer to advertise for bids to be received and opened on December 2, 2003, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

4. Authorize the Director of Public Works to award the construction contract to the apparent lowest responsible bidder meeting the criteria adopted by your Board and to deliver the project. Authorize the Director of Public Works to execute a contract in the form previously approved by County Counsel, and to establish the effective date following receipt of approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.
5. Approve the Youth Employment Plan (Enclosure C).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize Public Works to receive construction bids and award a construction contract for the Jesse Owens County Park Parking Lot Improvement Project.

The existing asphalt parking lot serving the park and adjoining Maggie Hathaway Golf Course is in poor condition and undersized to adequately serve patrons. The project will include repaving the extension of 98th Street that runs west from Western Avenue to the turnaround at the end of the park and the parking lot at the southwest end of the street; installing a storm drain system to eliminate flooding of the parking lot and to provide improved runoff control to the existing golf course; and constructing a new 36-space parking lot on the west side of the existing gymnasium including spaces for disabled persons.

Public Works is currently managing the construction of the pool building at the Jesse Owens County Park. In order to complete the parking lot improvements in time for the grand opening dedication of the pool building, we are recommending that the Director of Public Works be authorized to award and execute the construction contract with a bidder who meets the criteria adopted by your Board. This will expedite the project schedule by eliminating the time needed to return to your Board for award of the construction contract.

Implementation of Strategic Plan Goals

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being as it is an investment in public infrastructure and will maintain access to the heavily used recreational facilities at Jesse Owens Park and thereby assure good health and social well-being for children and families.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimates for the project is between \$361,954 and \$497,686 funded by net County cost and the Regional Park and Open Space District. The total project cost, including plans and specifications, plan check, construction, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$775,000, which is \$225,000 more than the \$550,000 approved by your Board on March 11, 2003. The increase in cost reflects a more accurate construction cost estimate based on the completed construction documents and related project soft costs. The Project Schedule and Budget Summary are included in Enclosure A.

Sufficient appropriation is available in the Fiscal Year 2003-04 Capital Projects Budget (C.P. 69226) to fund this project. The proposed parking lot improvements are being funded by \$550,000 of Second District Capital Project Funds, \$185,000 of Regional Park and Open Space District Excess Funds, and \$40,000 of net County cost.

In the event the lowest responsive bid received exceeds the estimated construction cost, a contract will not be executed. The Chief Administrative Office will work with Parks and Recreation and Public Works to reduce the project scope and/or identify additional funding resources, and we will return to your Board with a recommendation for implementation of the project.

Operating Budget Impact

Following completion of the improvements in March 2004, Parks and Recreation will not anticipate any start-up costs. The estimated annual operating cost for cleaning and maintaining the new parking lot is approximately \$850 and is included in Parks and Recreation Fiscal Year 2003-04 operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The schedule for completing the construction documents and obtaining jurisdictional approvals was extended by approximately four months to allow for the preparation and approval of a Storm Water Pollution Prevention Plan to meet the new requirements from the State Department of Water Resources.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

Under the provisions of the County of Los Angeles Regional Park and Open Space District Policy, Parks and Recreation is actively pursuing employment opportunities to meet the Youth Employment Minimum Obligation. Unfortunately, youth employment cannot be used on this project due to the technical nature of the work as detailed in Enclosure C. However, the plans and specifications encourage the contractor to employ at-risk youth on the project.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, of the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt under the California Environmental Quality Act, Sections 15301 (c) and 15303 (d); and Classes 1(x)(14) and 3(q) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987. The project will consist of reconstructing existing roadway pavement and drainage structures and construction of a small new parking lot.

CONTRACTING PROCESS

On March 11, 2003, your Board awarded a consultant services agreement to Wheeler & Gray, Inc., to provide design services for the Parking Lot Improvement Project for a not to exceed fee of \$59,940.

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Construction is scheduled to begin in January 2004 and will limit the use of portions of the parking lot during construction. The park facility and golf course will remain open during the construction period. The proposed parking lot improvements will be constructed in three phases to minimize impact to the facilities.

In addition, the project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services.

The Honorable Board of Supervisors
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects), Parks and Recreation, and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

TIM GALLAGHER
Director of Parks and Recreation

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cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance (Ozie Smith)

October 23, 2003

ENCLOSURE A

**JESSE OWENS COUNTY PARK
PARKING LOT IMPROVEMENT PROJECT
APPROVE REVISED PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6593; C.P. 69226**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date	Actual Completion Date
Award Design Contract	03/11/03		03/20/03
Execute Design Contract	03/13/03		03/26/03
Construction Documents	05/12/03		10/02/03
Jurisdictional Approvals	06/01/03		10/21/03
Construction Award	07/29/03	12/16/03	
Construction Start	08/23/03	01/05/04	
Substantial Completion	10/23/03	03/31/04	
Final Acceptance	11/26/03	05/05/04	

II. PROJECT BUDGET SUMMARY

Budget Category	Current Board Approved Budget	Impact of This Action	Revised Project Budget
Plans and Specifications			
Basic Design Services	\$ 49,940	0	\$ 49,940
Additional/Reimbursable Services	<u>10,000</u>	<u>0</u>	<u>10,000</u>
Total Plans and Specifications	\$ 59,940	\$ 0	\$ 59,940
Plan Check and Jurisdictional Approvals	\$ 10,000	(\$ 7,000)	\$ 3,000
Construction			
Construction Contract	\$ 371,580	\$ 126,106	\$ 497,686
Change Order Contingency	<u>37,158</u>	<u>12,611</u>	<u>49,769</u>
Total Construction	\$ 408,738	\$ 138,717	\$ 547,455
Consultant Services	\$ 15,000	\$ 7,147	\$ 22,147
Miscellaneous Expenditures	\$ 2,160	\$ 0	\$ 2,160
County Services	\$ 54,162	\$ 86,136	\$ 140,298
TOTAL	\$ 550,000	\$ 225,000	\$ 775,000

October 23, 2003

ENCLOSURE B

**JESSE OWENS COUNTY PARK
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INSTRUCTION SHEET FOR PUBLISHING LEGAL ADVERTISEMENT

From: Department of Public Works
Construction Division

PUBLISHING

In accordance with Section 20392 of the Public Contract Code:

Publish: At least ten consecutive times, prior to the date set for opening bids, in a daily newspaper of general circulation printed and published in the County and designated by the Board, or for at least two consecutive times prior to such date in a weekly newspaper printed and published in the County and designated by the Board.

Time Limitation: To open bids in four weeks.

NOTICE INVITING BIDS

Sealed Bids will be received by the County of Los Angeles Department of Public Works, Construction Division, for the reconstruction of parking lot and roadway pavement; construction of an 18-inch storm drain, inlet and outlet structures, park lighting, and a new 36-stall parking lot; and the installation of striping, signs, and pavement markings, under Project ID No. P10000434, Jesse Owens County Park Parking Lot Improvement, in the City of Los Angeles.

The Bids must be submitted at the Cashier's Office, west side of main lobby, 900 South Fremont Avenue, Alhambra, California 91803-1331, before 11 a.m. on Tuesday, December 2, 2003. The Bids will then be publicly opened and read in Conference Room A or at the location posted in the main lobby.

The Work shall be done in accordance with the Plans and Specifications on file and open for inspection at the County Board of Supervisors Executive Office and the Department of Public Works. The Work is estimated to cost between \$450,000 and \$520,000 and shall be completed in 60 working days. The Work requires a California Class A or C12 contractor's license. Prebid questions regarding the Plans and Specifications should be directed to Ms. Christine Quirk at (626) 458-3199.

The Bids must be submitted on the Proposal forms included in the Bidder's package of the Contract Documents, which may be purchased for \$15 if picked up at the aforementioned Cashier's Office, (626) 458-6959, Monday through Thursday between 7 a.m. and 5:30 p.m., or for \$19 if mailed, which includes postage and handling.

Each Bid must be accompanied by a certified check, cashier's check, or surety bond payable to Los Angeles County in an amount equal to at least 10 percent of the Bid to guarantee that the Bidder will enter into the Contract if it is so awarded.

All persons performing the Work shall be paid not less than the General Prevailing Wage Determination made by the Director of Industrial Relations pursuant to the California Labor Code. Copies of these wage rates are available at the Department of Public Works.

The Bid must provide full disclosure of False Claims Act violations and civil/criminal legal actions as provided for on the three forms included as part of the Proposal. Failure to complete these forms may result in a determination that the Bidder is nonresponsive and/or not responsible.

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The Contract, if awarded, will be awarded to the lowest responsive and responsible Bidder; however, the Board of Supervisors reserves the right to reject any and all Bids.

A responsible Bidder is a Bidder who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the Contract. It is the County's policy to conduct business only with responsible contractors.

The successful Bidder will be required to submit a faithful performance bond, payment bond, liability insurance, and workers' compensation insurance with the Contract.

As provided for in Section 22300 of the California Public Contract Code, the Contractor may substitute securities for any monies withheld by the Department of Public Works to ensure performance under the Contract, or enter into an escrow agreement for payment of such monies to an escrow agent.

Para mas informacion con relacion a esta noticia, por favor llame a este numero (626) 458-3118. Nuestras horas de oficina son de 7 a.m. a 5:30 p.m. de Lunes a Jueves.

Each person by submitting a response to this Notice Inviting Bids certifies that such Bidder and each County lobbyist and County lobbying firm, as defined by Los Angeles County Code Section 2.160.010, retained by the Bidder, is in full compliance with Chapter 2.160 of the Los Angeles County Code.

The County supports and encourages equal opportunity contracting.

By order of the Board of Supervisors of the County of Los Angeles, State of California.

Dated November 4, 2003.

Violet Varona-Lukens
Executive Officer
of the Board of Supervisors

October 23, 2003

ENCLOSURE C

**JESSE OWENS COUNTY PARK
PARKING LOT IMPROVEMENT PROJECT
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YOUTH EMPLOYMENT PLAN

Background:

Jesse Owens County Park consists of 20.0 acres and services the highly urbanized and densely populated County areas of South Los Angeles. Patrons from preschoolers through seniors use the park for organized recreational activities, year-round sports programs, and various after school and holiday camps. This project will provide reconstructed and expanded parking, with improved drainage. The parking lot improvements will increase safety and accessibility to various areas of the park, and offer the community more inviting facilities for added and improved recreation programs.

Specifically, the project includes repaving the extension of 98th Street that runs west from Western Avenue to the turnaround at the end of the park and the parking lot at the southwest end of the street; installing a storm drain system to eliminate flooding of the parking lot and providing improved runoff control to the existing golf course; and constructing a new 36-space parking lot on the west side of the existing gymnasium including spaces for disabled persons.

Due to the technical nature of this project which requires the use of skilled labor and heavy equipment during all phases of construction, it is recommended that the Youth Employment Program not be used on this project.

Task(s) that may be Performed by At-Risk Youth:

\$ None due to the technical nature of this project.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of at-risk youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). Parks and Recreation is actively pursuing employment opportunities for at-risk youth on all projects. Parks and Recreation's current plan to meet YEMO and the at-risk youth employment accomplished to date are as follows:

	<u>YEMO Goal</u>	<u>Accomplished</u>	<u>Remaining</u>
Project Support	\$ 5,246,583	(\$ 683,572)	\$ 4,563,011
Maintenance	\$ 5,246,583	(\$ 228,008)	\$ 5,018,575
Other New Youth Employment*	<u>\$ 5,246,584</u>	<u>(\$ 677,616)</u>	<u>\$ 4,568,968</u>
YEMO Total	\$15,739,750	(\$ 1,589,196)	\$14,150,554

* Various parks and other County programs